



C.S. Lewis
 FOUNDATION
living the legacy

Employment Application

PLEASE TYPE OR PRINT. Complete the entire application. You may attach a resume, but you must still complete all questions or your application will be deemed incomplete and may not be considered. Please fill out each box (please do not indicate "See Resume.")

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: ()

E-mail Address:

Position Applied for:

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for the Foundation? YES NO If yes, when?

Have you ever been convicted of a felony? YES NO

If yes, explain:

Education

High School: _____ City/State: _____
 From: _____ To: _____ Did you graduate? YES NO Degree: _____

College: _____ City/State: _____
 From: _____ To: _____ Did you graduate? YES NO Degree: _____

Graduate School: _____ City/State: _____
 From: _____ To: _____ Did you graduate? YES NO Degree: _____

Graduate School: _____ City/State: _____
 From: _____ To: _____ Did you graduate? YES NO Degree: _____

Previous Employment

Please detail your work history. Begin with your current or most recent employer. If you held multiple positions with the same organization, detail each position separately. Attach additional sheets if necessary. Please explain any gaps in employment. Include full-time military or volunteer commitments. Please do not indicate "See Resume."

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company:

Phone: ()

Address:

Supervisor:

Job Title:

Responsibilities:

From:

To:

Reason for Leaving:

May we contact your previous supervisor for a reference?

YES

NO

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

I understand that this document is NOT an offer of employment, and that an offer of employment, if tendered, does not constitute a contract for continued guaranteed employment. I understand that employees of the C.S. Lewis Foundation serve at-will, and the employment relationship may be terminated at any time by either party, for any or no reason, other than a reason prohibited by law.

Signature: _____ Date: _____